



# KANSAS

ADJUTANT GENERAL'S DEPARTMENT  
Major General (KS) Tod M Bunting

KATHLEEN SEBELIUS, GOVERNOR

June 28, 2005

Dear Homeland Security Partner:

The enclosed National Incident Management System (NIMS) Implementation Plan will help ensure the State of Kansas and its county jurisdictions incorporate NIMS into emergency response plans, procedures, and policies. The plan also provides guidance for state and local partners to ensure that all personnel are appropriately trained in the NIMS and prepared to effectively and efficiently respond to any emergency or disaster within the state of Kansas.

On April 19, 2005, Governor Kathleen Sebelius issued Executive Order #05-03, which designates the National Incident Management System (NIMS) as the standard to be used by all jurisdictions in Kansas responding to a disaster or other emergency. The provisions of this document apply to all agencies that have a direct role in responding to a disaster or any emergency operating under the jurisdiction of the Governor of Kansas as defined in Kansas Statutes Annotated (KSA) 48-924.

- (d) ...state disaster emergency plan and of any local and inter-jurisdictional disaster plans applicable to the political subdivisions or areas affected by the proclamation...

NIMS provides a consistent nationwide approach for federal, state, territorial, tribal, and local governments to work effectively and efficiently together to prepare for, prevent, respond to, and recover from domestic incidents, regardless of cause, size or complexity.

Minimum FY2005 NIMS Compliance Requirements for States include:

- Incorporating NIMS into existing training programs and exercises
- Ensuring that federal preparedness funding support NIMS implementation at the state and local levels
- Incorporating NIMS into Emergency Operations Plans
- Promotion of intrastate mutual aid agreements
- Coordinating and providing technical assistance to local entities regarding NIMS
- Institutionalize the use of ICS

In order for the State to receive FY2006 preparedness funding, the minimum FY 2005 compliance requirements described above must be met.

Additional information about NIMS compliance and resources for achieving compliance can be found at <http://www.fema.gov/nims>.

Sincerely,



TOD M. BUNTING

Major General (KS), Kansas National Guard  
The Adjutant General and Director of Emergency Management

# Kansas Emergency Management National Incident Management System (NIMS) Strategy

## Introduction

### Purpose

This document establishes the National Incident Management System (NIMS) implementation Plan for the State of Kansas. Governor Kathleen Sebelius' Executive Order 05-03, designates the National Incident Management System (NIMS) as the standard that will be used by all jurisdictions in Kansas responding to a disaster or other emergency. Kansas Emergency Management is the lead agency for NIMS compliance in Kansas.

This plan reflects how the NIMS will be incorporated and integrated into plans, procedures, policies, and training programs.

### Scope

The provisions of this document apply to all plans, procedures, policies, training, and exercise programs, including those performing Emergency Support Functions (ESF's) under the Kansas Response Plan (KRP).

The provisions of this document apply to all agencies that have a direct role in responding to a disaster or any emergency operating under the jurisdiction of the Governor of Kansas as defined in Kansas Statutes Annotated (KSA) 48-924.

### Authorities

- Governor's Executive Order 05-03, Designating NIMS as the standard
- KSA 48-928, Duties of Emergency Management

### References

- Homeland Security Act of 2002
- HSPD-5, *Management of Domestic Incidents*
- National Response Plan
- DHS, *National Incident Management System*, March 1, 2004
- DHS Secretary Memorandum, *Implementation of the National Incident Management System (NIMS) within DHS*, September 7, 2004
- HSPD-8, *National Preparedness Goal*

## Responsibilities

### The Adjutant General's Department, Division of Emergency Management

- Coordinate state, local, and private resources to address the full spectrum of actions to prevent, prepare for, respond to, and recover from incidents in an all-hazard context to include natural disasters and man-made disasters
- Provide leadership in communicating to the individuals, businesses, and organizations to rebuild and recover from the consequences of any type of emergency
- Encourage participation in intrastate mutual aid and facilitate resource sharing
- Provide training opportunities



### **Responsibilities cont.**

- Provide opportunities for exercises
- Provide NIMS guidance and technical assistance
- Review county response plans to ensure compliance with NIMS in relation to the Incident Command System
- Establish a NIMS capability baseline by determining which NIMS requirements are already being met through NIMCAST

### **State agencies having a role in the Kansas Response Plan**

- Incorporate NIMS into all existing operations, training and exercise programs
- Ensure that federal preparedness funding support NIMS implementation at the state and local level
- Incorporate NIMS into emergency management plans
- Promote the Emergency Management Assistance Compact (EMAC)
- Establish timeframes and develop a strategy for NIMS implementation within their agency
- Establish a NIMS capability baseline by determining which NIMS requirements are already being met

### **County Jurisdictions**

- Incorporate NIMS into all existing operations, training and exercise programs
- Incorporate NIMS into emergency response plans
- Establish intrastate mutual aid agreements and compacts
- Institutionalize the use of the Incident Command System (ICS)
- Establish a NIMS capability baseline by determining which NIMS requirements are already being met
- Participate in exercises which test proposed or established jurisdictional emergency plans and NIMS capabilities

## **Concept of Implementation**

### **Phases of NIMS Adoption in Kansas**

Kansas Emergency Management has identified five NIMS implementation phases that will overlap in order to speed and strengthen the process.

#### **Phase 1 (June 2005)**

The first phase will involve statewide evaluation of NIMS implementation requirements and the development of a NIMS implementation strategy.

#### **Phase 2 (October 2005)**

The second phase will include training for position-specific NIMS training, and will be recommended for certain state agency staff that have a role in the Kansas Response Plan (KRP) and for local emergency staff who have a role in emergencies and disasters in accordance with local emergency operations/response plans.

The training requirement includes completion of Federal Emergency Management Agency (FEMA) Emergency Management Institute (EMI) independent home study course:

- IS-700, *National Incident Management System*
  - This independent study course is available online and will take between forty-five minutes to three hours to complete
  - The course is available on the EMI web page at:  
<http://training.fema.gov/EMIWeb/IS/is700.asp>

## Phase 2 cont.

Kansas Emergency Management will conduct a baseline NIMS assessment using NIMCAST to begin the process of achieving NIMS integration. Guidance will be provided to local jurisdictions regarding self-assessments.

## Phase 3 (January 2006)

During the third phase, local and state agencies will identify plans, procedures, policies, and training programs that will require modification to reflect NIMS adoption and institutionalize the use of Incident Command System (ICS). This includes the modification of any emergency response plans in support of the Kansas Response Plan or County Response Plans (CRPs formerly known as Local Emergency Operating Plans (LEOPs)) and any internal emergency plans or procedural documents that must be updated to reflect NIMS concepts or terminologies. During this phase, the introduction of necessary legislation to formalize statewide mutual aid agreements between counties, cities, and other political subdivision will occur.

## Phase 4 (January 2006)

In the fourth phase, local and state agencies will initiate review and modification of existing plans, procedures, and policies to reflect NIMS adoption. This includes modification of any emergency response plans and any internal emergency plans such as Continuity of Government (COG) and Continuity of Operations (COOP) Procedures. Existing training and exercise programs will be modified and enhanced to institutionalize NIMS. Comply with anticipated release of DHS/ODP mandatory training requirements.

## Phase 5 (October 2006)

The final phase KDEM will verify progress toward achievement of the NIMS Integration Center's (NIC) standards, including initiating certification and credentialing of employees (further guidance will be forthcoming), as well as conducting exercises to demonstrate compliance with the NIC and developing a comprehensive inventory of response resources.

The NIMS emphasizes the importance of maintaining accurate and current information on resource management and use as a critical component in incident management. State and local agencies should develop and update their resource inventories in accordance with FEMA's typing definitions. See [www.fema.gov/nims/mutual\\_aid.shtm](http://www.fema.gov/nims/mutual_aid.shtm) for the most commonly requested response resources. State and local agencies will utilize the Kansas WebEOC database tool or provide a link to where the resource data is stored.

## Timeline for Implementation

	June 2005	July 2005	Aug 2005	Sept 2005	Oct 2006	Nov 2006	Dec 2006	Jan 2006	Oct 2006
Phase 1									
Phase 2									
Phase 3									
Phase 4									
Phase 5									



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